

21 April 1953

MEMORANDUM FOR: Training Liaison Officers  
DD/I, DD/P, DD/A

SUBJECT: Training Evaluation Form and Manual

1. The attached Training Evaluation Form and Manual of Instructions, prepared by the Assessment and Evaluation Staff of the Office of Training, have been approved for use on a trial basis in the current Basic Intelligence Course. For statements of the purposes of the evaluation procedure and the principles underlying its development, your attention is directed to Part I of the Instructions.

2. Your comments, suggestions, or questions will be welcomed and will be valuable to us in connection with the try-out and in planning any necessary revisions of the form before final adoption. Please contact Mr. [REDACTED] Extension 2230, for any further information regarding the form or for making any recommendations you may have.

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MATTHEW BAIRD  
Director of Training

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☒ Declassified  
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